

MINUTES OF SELECTMEN'S MEETING
TOWN OF GORHAM
MONDAY, April 23, 2012, 6:30 pm
TOWN HALL CONFERENCE ROOM

Selectmen present: Chairman David Graham, Paul Robitaille, Bill Jackson.

Also present: Robin L Frost, Town Manager

Melissa Grima, *Berlin Daily Sun*, Jay Holmes, Max Makaitis, John Scarinza, Jeff Schall.

1. Call to Order: The meeting was called to order at 6:30 by Chairman Graham.

2. Appointments:

a) Mike Scala, Special Assistant to Senator Kelly Ayotte: Mr. Scala offered his assistance in any federal issues which the Town may have. Selectman Robitaille asked for his assistance with the new Flood Rate Insurance Maps (FIRM). They have been drawn using very old information. We know specifically that the elevations have changed since 1922. Mr. Scala stated that he will look into this issue for us.

3. New Business:

a) Fees for Town Permits: Selectman Robitaille explained that he feels the fee structure for building permits, etc. is in need of amendment. Selectman Jackson asked TM Frost to compile fee information from Towns in Coos County for the Board to review. Selectman Robitaille asked for more information on residential building inspection. John Scarinza stated that it is important to ensure that licenses are in place for contractors when necessary. This will protect both the homeowner and the Town. The Town needs to follow IBC 2009. Chairman Graham also feels this is an important issue and should be a gradual process. Selectman Jackson remembers that Wal-Mart was not charged much for their building permit as the Town was just not prepared for a project of that size. TM Frost stated that she and Mr. Scarinza would work on compiling the information and get back to the Board in 30 days.

b) Building Inspection/Code Enforcement: John Scarinza explained an issue with which he has been struggling. This involves a building permit request on a property where it is unclear whether there is access on a Town road. This issue has been reviewed by Town Counsel and there are still unanswered questions. It is the Town's hope that we can assist the taxpayer in some way, but still follow state law and town regulations.

Mr. Scarinza also spoke about the properties along the river in Cascade Flats. These properties do not meet setbacks when they wish to add or replace porches or decks. He feels there should be some relief for these residents. The relief is typically the ZBA and Mr. Scarinza is sending one property owner through this process.

Jay Holmes was on hand to question why it is taking so long to get his permits for his business. He feels he was caught between two inspectors in that he started the process when Chief Eichler was still the BI and now John Scarinza is the temporary inspector. He is confused as to where the permit process stands at this time. Selectman Robitaille, who is the Selectmen's rep to the Planning Board, stated that he

understands that Mr. Holmes is to come before the Planning Board for site plan review at the next meeting which is scheduled for May 17th. Mr. Holmes also was concerned about the restriction on multi-family dwellings. He was told that this was a Planning Board issue.

4. Old Business:

a) Informational Kiosk Placement: Chairman Graham stated that he wants to look at the placement of this important structure again. It really should be closer to the information booth. Realizing that the concern is the solar panels, is it possible for the panels to reside on the top of the information booth and the power be wired to the kiosk nearby? This question will be asked of Gerry Pons, who worked with Jeff Stewart on the placement.

Max Makaitis spoke about the Economic Development Committee which typically meets on the 4th Monday of every month from 4-6 pm. This month the meeting will be on May 21st because the 4th Monday is a holiday. Mr. Makaitis was also at a gathering with Councilor Burton, who asked him to convey his thanks to the Town of Gorham for all the support given to him.

Mr. Makaitis also spoke about the County Grant for Economic Development. This will be a “joint” initiative with Berlin and Shelburne in that each would apply for a grant of \$5000. This would level fund the amount that the County provided in the past year for this effort. **On a motion by Selectman Robitaille, seconded by Selectman Jackson, the Board unanimously approved sending in the grant application.** Paperwork will be signed out of session.

5. Public Comment: Jeff Schall thanked TM Frost for her assistance in scheduling a Budget Committee meeting.

6. Other Business:

a) Town Manager’s Update: TM Frost stated that NRCS Project Agreements are almost ready to be signed. These projects must be completed by the end of September.

TM Frost provided the TAN paperwork for the Board to sign.

The Board signed a CRF Expenditure request form for the Police Equipment line. This is to purchase IMC imaging software.

The Board signed a gravel tax warrant and determined that the percentage of the timber yield tax would be 50%.

TM Frost reported that the Public Works Department created a couple of new cemetery plots in the Evans Cemetery.

The Shelburne Agreement for Police Services has been fully executed.

b) Selectmen’s Reports: Chairman Graham asked about the assessing project. TM Frost reported that it is moving along very well and as expected.

Selectman Jackson reported that there is a tract of land at the end of DSD property on which John Losier is selling vehicles. This property is owned by the Town and we do not allow such activity on Town property.

Selectman Robitaille asked about moving the engine brake sign to the bottom of Gorham hill. TM Frost stated that she and Bill Lambert have been missing each others' phone calls. Selectman Robitaille also mentioned that he rode around the FEMA projects yesterday during the rain and feels the work is good and working the way it was meant to.

Chairman Graham mentioned that there is a Budget Committee Meeting on May 1st. There is also an AVRRDD meeting on Wednesday for election of officers. Selectman Robitaille will plan to attend.

Saturday, May 12th is National Train Day and Chairman Graham will draft a proclamation for the Board to sign at the next meeting on May 7th.

c) Approval of Minutes (April 9, 2012, April 19, 2012): On a motion by Selectman Jackson, seconded by Selectman Robitaille, the Board voted unanimously to approve both sets of minutes as presented.

c) Sign Manifest: The Board signed the manifest as prepared.

d) Sign Abatements (if necessary): There were no abatements.

7. Non-Public Session: RSA 91-A:3, II (a) : On a motion by Selectman Robitaille, seconded by Selectman Jackson, the Board moved into non-public session at 8:38 pm by unanimous roll call vote. Robitaille, Aye, Jackson – Aye, Graham – Aye.

On a motion by Selectman Robitaille, seconded by Selectman Jackson, the Board came out of non-public session at 8:48 pm by unanimous roll call vote. Robitaille – Aye, Jackson – Aye, Graham – Aye.

There were no decisions made as a result of the non-public session.

8. Adjournment: The meeting was adjourned at 8:48 pm.

REVIEWED AND APPROVED:

David Graham

Paul Robitaille

William H. Jackson